

CHECKPOINT PROCEDURE

When petitioning APC for approval of a subdivision, or when filing to rezone for a subdivision, it is required that the petitioner deliver a copy of the application and plat or plans to the appropriate checkpoint agencies, as follows:

A. UNINCORPORATED TIPPECANOE COUNTY

1. Tippecanoe County Health Department
2. Tippecanoe County Highway Engineer
3. Tippecanoe County Parks and Recreation Department
4. Tippecanoe County Sheriff
5. Tippecanoe County Surveyor
6. Tippecanoe Soil and Water Conservation District
7. **Appropriate Sanitary Sewer and Water Agencies**
 - a) American Suburban Utilities, Inc.
 - b) Battle Ground Town Council
 - c) Clarks Hill Town Council
 - d) Dayton Town Council
 - e) Indiana-American Water Company, Inc.
 - f) Lafayette City Engineer
 - g) West Lafayette City Engineer
8. **Appropriate School Corporation**
 - a) Lafayette School Corporation
 - b) Tippecanoe School Corporation
9. **Appropriate Fire Department**
 - a) Buck Creek Fire Department
 - b) Clarks Hill Volunteer Fire Department Inc.
 - c) Lafayette Fire Department
 - d) Otterbein Community Fire Department
 - e) Purdue University Fire Department
 - f) Randolph Township Fire Department
 - g) Sheffield Township Fire Fighter Inc.
 - h) Stockwell Volunteer Fire Department
 - i) Tippecanoe Township Volunteer Fire Department
 - j) Wabash Township Volunteer Fire Department #1
 - k) Wabash Township Volunteer Fire Department #2
 - l) Wea Township Community Fire Department
 - m) West Point Fire Department

B. CITY OF LAFAYETTE

1. Lafayette City Engineer
2. Lafayette Community & Redevelopment Department
3. Lafayette Fire Department
4. Lafayette Parks and Recreation Department
5. Lafayette Police Department, Traffic Division
6. Tippecanoe County Health Department
7. Tippecanoe Soil and Water Conservation District
8. **Appropriate School Corporation**
 - a) Lafayette School Corporation
 - b) Tippecanoe School Corporation

C. CITY OF WEST LAFAYETTE

1. Indiana-American Water Company, Inc.
2. Tippecanoe County Health Department
3. Tippecanoe Soil and Water Conservation District
4. West Lafayette City Engineer
5. West Lafayette Department of Development
6. West Lafayette Fire Chief
7. West Lafayette Parks and Recreation Department
8. West Lafayette Police Department, Traffic Division
9. West Lafayette Wastewater Treatment Plant
10. **Appropriate School Corporation**
 - a) Tippecanoe School Corporation
 - b) West Lafayette Community School Corporation

D. BATTLE GROUND

1. Battle Ground Clerk-Treasurer
2. Battle Ground Town Council
3. Battle Ground Town Marshall
4. Tippecanoe County Health Department
5. Tippecanoe School Corporation
6. Tippecanoe Soil and Water Conservation District
7. Tippecanoe Township Volunteer Fire Department

E. CLARKS HILL

1. Clarks Hill Clerk-Treasurer
2. Clarks Hill Town Council
3. Clarks Hill Town Marshall
4. Clarks Hill Volunteer Fire Department Inc.
5. Tippecanoe County Health Department
6. Tippecanoe School Corporation
7. Tippecanoe Soil and Water Conservation District

F. DAYTON

1. Dayton Town Clerk-Treasurer
2. Dayton Town Council
3. Dayton Town Marshall
4. Sheffield Township Fire Fighter Inc.
5. Tippecanoe County Health Department
6. Tippecanoe School Corporation
7. Tippecanoe Soil and Water Conservation District

The objective is to get input into the current planning process by those agencies, which would have to deal with any problem arising from the development.

The petitioner shall submit to APC either a signed receipt from each checkpoint agency, or a notarized letter substantiating the date that required documents were mailed to the agencies.

If you have any questions regarding this procedure, please call the APC offices at 423-9242.